



**DEPARTMENT OF CORRECTIONS
POLICIES AND PROCEDURES**

Policy No.: DOC 1.3.29A	Subject: ON CALL COMPENSATION FOR EXEMPT MEDICAL STAFF/MONTANA STATE PRISON
Chapter 1: ADMINISTRATION AND MANAGEMENT	Page 1 of 2
Section 3: Personnel	Revision Date: Jan. 1, 2001; Feb. 27, 2001; March 24, 2001; June 1, 2001
Signature: /s/ Bill Slaughter	Effective Date: July 18, 2000

I. POLICY:

It is the policy of the Department of Corrections to compensate medical professionals who are required to remain available for callout in a manner consistent with compensation in medical settings.

II. IMPLEMENTATION:

This revised policy will be in effect beginning March 24, 2001.

III. AUTHORITY:

2-15-112, MCA. Duties and Powers of Department Heads

53-1-203, MCA. Powers and Duties of Department of Corrections

DOC 1.3.7, Compensatory Time and Overtime

DOC 1.3.34, Personnel/Payroll Definitions

IV. DEFINITIONS:

Exempt Medical Professionals means physicians, physician's assistants and advanced practice registered nurses that are employed by the Department of Corrections.

On Call for the purpose of this policy means exempt medical professionals who are not required to remain on Montana State Prison premises.

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V. PROCEDURES:

1. Exempt medical professionals assigned to on call service shall be compensated:
 - a) one (1) hour for each twelve (12) hours of on call service on weekdays; for any additional hours beyond twelve, the employee will be compensated at a rate of .2 (tenths) of an hour for each additional on call hour, not to exceed a maximum of two (2) hours; and
 - b) two (2) hours for Saturdays, Sundays and holidays of on call service.
2. The Medical Director shall submit for approval a monthly on call schedule to the Division Administrator. In all cases the on call schedule will rotate staff, to the extent, possible to ensure the equitable distribution of workload.
3. In no case will compensation for on call status be paid without advanced approval by the division administrator.
4. While on call, exempt medical staff shall remain capable of reporting to work if necessary. On call employees are free to engage in their own pursuits subject to the understanding that they wear a pager, carry a cell phone, or leave word where they can be reached, remain fit for duty and agree to either provide services by telephone or in person.
5. In the event that a medical practitioner is providing on call services to MSP and is contacted by another facility in need of medical consultation, the practitioner is required to provide services to the calling facility with out additional compensation.

VI. CLOSING: Questions concerning this policy should be directed to the Professional Services Division Administrator.